

(CLASSIFICATION)

63-9154

## OFFICE OF THE DIRECTOR

Action Memorandum No. A-323Date 10 December 1963

TO : Director of Personnel

VIA : Deputy Director/Support

SUBJECT : Agency Community Morale and Recreational Activities

REFERENCE:

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Neither the DDCI nor myself feel that we are currently being kept sufficiently apprised of community morale and recreational activities sponsored or encouraged by the Agency. I do receive the monthly Personnel Office report via DD/S and perhaps this provides as good a vehicle as any for keeping us informed. In the event that any of these subjects are not fully covered in that report, would you please give consideration either to supplementing the report or to providing us with an additional report.

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(Signed) ~~Marshall D. [redacted]~~  
(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick  
Executive Director

ANS'D - 24 DEC. - ER - 63-9154/1

LBK:drm

Distribution:

Original and 1 - Addressee

1 - ER

① - ExDir

SUSPENSE DATE:

CONFIDENTIAL

GROUP 1  
Excluded from automatic  
downgrading and  
declassification